

VACANCY ANNOUNCEMENT

Announcement Number: 033/05

OPEN TO: All Interested Applicants

POSITION: Radio Technician, FSN-7, FP-7

OPENING DATE: August 18, 2005

CLOSING DATE: August 31, 2005

WORK HOURS: Full-time 40 hours/week; Irregular work schedule

SALARY: FM/MOH/NOR US \$ 30,878 p.a.
(Starting salary - Position Grade: FP-7)

Ordinary Resident: Euro 15,886 p.a.
(Starting salary - Position Grade: FSN-7)

NOTE: ALL ORDINARILY RESIDENTS APPLICANTS MUST BE RESIDING IN COUNTRY AND HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

Mission employees may not apply for vacant position during probationary period.

The U.S. Embassy in Athens is seeking an individual with the required residency/work permit in country for the position of **Radio Technician** at the **Transmitting Station (TS)** in **Dasochori/Xanthi, Greece**.

BASIC FUNCTION OF POSITION

Incumbent works as a member of a crew or independently in carrying out routine or special operations or maintenance, usually without direct supervision of all Plant equipment and facilities. Must be knowledgeable of all Plant safety rules and procedures.

QUALIFICATIONS REQUIRED

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each criterion.

- High school completion (six years) plus graduation from a 3-year in electronics at a school or technical institute are required.
- Minimum four years of experience in operation and maintenance of radio broadcasting systems is required.
- Level III English language ability (good working knowledge) is required.

- Level IV Greek language ability (native) **is required**.
- Skills for mechanical work **are required**.
- Knowledge of radio broadcasting theory, technology and of digital techniques **is required**.
- Familiarity with multi-transmitter Plant operations, and maintenance procedures **are required**.
- Ability to **a)** use laboratory type test, measuring instruments and various mechanical tools and **b)** perform moderately heavy lifting, pulling and carrying of equipment weighing up to 18 kilograms and occasionally lift or pull heavy cables and equipment weighing more than 23 kilograms **are required**.

SELECTION PROCESS

When equally qualified, Eligible Family Members and U.S. citizens with Veterans preference "points" will be given preference. Therefore, it is essential that all candidates address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget or visa/resident status, and eligibility for security clearance in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. AEFMs who currently hold a FMA appointment or other NORs who are currently employed under a Personal Services Agreement are ineligible to apply for advertised positions within the first 90 calendar days of that appointment.

If your application package does not provide all the information requested, you will be considered ineligible for the job.

HOW TO APPLY

Interested candidates for this position should submit the following:

1. Application for Federal Employment (SF-171 or OF-612); **OR**
2. A current resume.
3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-124 with their application.
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the minimum requirements of the position as listed above.

Applications which are incomplete will not be considered.

JOB INFORMATION

In order to apply for vacancies *all* applicants *must* provide the information outlined below:

1. Announcement number
2. Title and grade of the position for which you are applying.

PERSONAL AND EDUCATIONAL INFORMATION

1. Full name, mailing address and day phone numbers, including area code.
2. Social Security Number (if applicant is a U.S. citizen).
3. Country of citizenship.
4. Veterans' preference (proof of eligibility required).
5. Name, city and state of last high school attended and date of diploma.
6. Name and state of colleges and universities attended, major fields of study, type and year of any degrees received.

WORK EXPERIENCE AND OTHER QUALIFICATIONS

In addition, applicants ***must*** provide information on their work experience, both paid and non-paid, that is ***related*** to the position for which they are applying, including:

1. Job title.
2. Duties and accomplishments.
3. Employer's name and address.
4. Supervisor's name and telephone number (indicate if we may contact your current supervisor.)
5. Starting and ending dates of employment (month and year)
6. Hours worked per week
7. Salary
8. Any other qualifications, including job-related: training (title and date of course); skills (e.g., languages, typing speed, tools, machinery, computer software/hardware); current licenses; or honors, awards and special accomplishments (e.g. honor societies, publications).

ADDITIONAL INFORMATION

All applicants must submit information that addresses the required qualifications.

Applications which are incomplete will not be considered.

WHERE TO APPLY

You may hand deliver your application/resume to the Reception area of the Embassy by 5 p.m. on the closing date, fax, mail or e-mail it.

All applicants will be notified in writing of the results of the consideration given their application approximately six to eighth weeks after the closing date of the announcement.

SUBMIT APPLICATION TO

Human Resources Office
Attention: Sarah Penhune
American Embassy
101 60 Athens

POINT OF CONTACT

Name: Georgia Papadimatou
Telephone: 210 720-2238
FAX: 210 720- 2197

DEFINITIONS

1. AEFM: A type of EFM that is eligible for direct hire employment on either a Family Member Appointment (FMA) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria:
 - US citizen;
 - Spouse or dependent who is at least age 18; Listed on the travel orders of a Foreign or Civil Service or uniformed service member permanently assigned to or stationed at a US Foreign Service post or establishment abroad with a USG agency that is under COM authority;
 - Is resident at the sponsoring employee's or uniform service member's post of assignment abroad, approved safehaven abroad, or alternate safehaven abroad; and

--Does not receive a USG annuity or pension based on a career in the US Civil, Foreign, or uniform services.

2. Eligible Family Members (EFMs): Family Members at least age 18 listed on the travel orders of a Foreign of Civil Service or uniformed service member permanently assigned to or stationed to a U.S Foreign Service post or establishment abroad with a USG agency that is under Chief of Mission authority who do not meet the definition of AEFM above.
3. Members of Household (MOH): A MOH is a person who: 1) Has accompanied, but is not/no on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a U.S. Foreign service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.
4. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permit for employment in country.
5. Not-Ordinarily Resident (NOR): Typically NORs are US Citizen EFM and EFMs of FS, GS, and uniform service members who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: August 31, 2005

An Equal Opportunity Employer